



Erasmus+

**Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility**

**Inter-institutional agreement June 1st, 2015 – May
31st, 2017**

between Ghent University and Universidad de Cuenca

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city¹	Contact details² (email, phone)	Website (eg. of the course catalogue)
Ghent University	B GENT 01	Reintje Reynebeau en Elisabeth Velle. Email: Non-ErasmusAgreements@ugent.be TEL: 0032 9 264 70 17 0032 9 264 70 24	www.ugent.be/coursecatalogue
Universidad de Cuenca 995058011	Cuenca	Maria Isabel Eljuri Jaramillo. Email: relaciones.internacionales@ucuenca.edu.ec c	http://www.ucuenca.edu.ec/oferta-academica/oferta-de-grado

¹ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

² Contact details to reach the senior officer in charge of this agreement.

Handwritten initials

B. Mobility numbers³ per academic year⁴

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code * [ISCED] + subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
				Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
B GENT 01	Universidad de Cuenca	720 (Health – broad programmes); 721 (Medicine); 723 (Nursing and caring); 724 (Dental studies); 725 (Medical diagnostic and treatment technology); 726 (Therapy and rehabilitation); 729 Health (others) ⁵	3	6	Not applicable

[*Optional: subject area code & name and study cycle are optional.]

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

⁴ All scholarships will be used in the Spring Semester of the Academic Year 2015-2016. If not all scholarships are used up, the remaining number of scholarships will be used in the Autumn Semester of Academic Year 2016-2017.

⁵ At Ghent University, these ISCED codes correspond with the faculty of Medicine and Health Sciences

Receiving institution [Erasmus code or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
B Gent 01		Dutch	English	B2. Obligatory to check the updated language requirements on http://www.ugent.be/en/education/exchange/application/language_requirements.htm	Not applicable
Universidad de Cuenca 995058011		Spanish	----- --	Minimum recommended Level B1.	Not applicable

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Respect of fundamental principles and other mobility requirements

The higher education institution (**Ghent University**) located in a **Programme Country** (Belgium) of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution **Universidad de Cuenca** located in a **Partner Country** (Ecuador) of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal

⁶ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

opportunities to participants eligible for mobility.

- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution **Universidad de Cuenca** located in a **Partner Country** (Ecuador) of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.

- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

/

F. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
B GENT 01	May 15	November 15
Universidad de Cuenca 995058011	March - July	September - February

[to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

G. Information

1. Grading systems of the institutions

Ghent University is fully committed to the correct and objective conversion of grades obtained abroad. From the very beginning it has applied the old ECTS grading scale based on statistical distribution tables for all its students. Gent is also the coordinator of the EGRACONS project (<http://www.egracons.eu>), which aims at developing a European conversion tool. Depending on the faculty and programme, grades at UGent vary between 10 (pass mark) and 20. The average grade is either 13 (Bachelor) or 14 (Master) and 19 and 20 are almost never given (less than 1%). Even 18 is rare. On the transcript of records for each course unit, the percentage of students that obtain the same grade for the reference group is given, as well as the percentages of students who obtain a lower grade and those that obtain a higher grade. This corresponds to a condensed distribution table. The correct

conversion of grades from Gent (for incoming students) depends on the availability of grading tables at the home university for the reference group that the student belongs to.

Universidad de Cuenca has its regulation of credit system comprising the Functional organization, Academic organization and Student assessment. Each credit is equivalent as 16 presential hours of classes, For the academic bachelor's degree or college graduate approval at least two hundred and twenty-five (225) credits is required academic program. In addition, you must do the work of corresponding degree, with a value of twenty (20) credits, comply with the hours of pre-professional internships and links with the community in the fields of specialty; and sixty (60) hours of academic or administrative service. The boards of each faculty plan and regulate the hours of compulsory apprenticeships.

The number of hours per week will comprise up to 30 hours, including theoretical and / or practical hours. This value is the number of credits programmed in the semester. The approval will be for subjects offered in cycles, and receiving examinations will be held as part of the school calendar established.

The learning process during a semester will be graded on one hundred (100) points in total. Of which, 50 points will evaluate the use (learning activities developed in the process); 20 points correspond to an examination or work intercycle and 30 points exam or final work. In practical subjects, the evaluation on 100 points at the end of the cycle is recorded. In this case there is no possibility of suspension. To pass the subject the student must complete at least 60 points, added the achievement scores, the test or intercycle work and exam or final work. For the final exam, students must complete a minimum of 30 points, added notes or intercycle use and examination work. Failure to complete the 30 points of the asiganture.

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
B GENT 01	Mrs. Carole Picavet - Mrs. Stephanie Vancoillie +32 9 264 70 15 - +32 9 264 70 06 studentsin@UGent.be	http://www.ugent.be/en/teaching/admission/exchangestudent/visa.htm

Universidad de Cuenca 995058011	Mgsta Maria Isabel Eljuri Jaramillo +593 7 405 1000 ext 1531 relaciones.internacionales@ucuenca.edu.ec	http://www.ucuenca.edu.ec/admisiones/admision-extranjeros
------------------------------------	--	---

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
B GENT 01	Mrs. Carole Picavet - Mrs. Stephanie Vancoillie +32 9 264 70 15 - +32 9 264 70 06 studentsin@UGent.be	Health insurance is compulsory. EU-inhabitants: European Health Insurance Card (= blue card) Non-EU: a copy of your application for health insurance at a 'ziekenfonds' in Belgium Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm We will inform incoming students/staff of cases in which insurance cover is not automatically provided.
University of Cuenca 995058011	Mgsta Maria Isabel Eljuri Jaramillo +593 7 405 1000 ext 1531 relaciones.internacionales@ucuenca.edu.ec	Health insurance is compulsory. Every incoming and outgoing students/staff, shall get an international insurance for the period of the application.

4. Housing



The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher

Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
B GENT 01	Mrs. Myriam Van den Branden - E-Mail: Myriam.VandenBranden@UGent.be Website : www.UGent.be/en/facilities/housing	Housing is available at the University Halls of Residence, where a number of rooms are reserved for international students, or at the private market. The Housing Department advises students on finding accommodation. Exchange students can only apply for a room in the University Halls of Residence after having applied as an exchange student at Ghent University: www.UGent.be/en/facilities/housing/exchange/exchange.htm
Universidad de Cuenca 995058011	Mgst Maria Isabel Eljuri Jaramillo +593 7 405 1000 ext 1531 relaciones.internacionales@ucuenca.edu.ec	Our institutions will provide assistance about housing, Universidad de Cuenca has a list of Hosting Families, and exchange students can contact directly with the families

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁷
B GENT 01	Prof. Dr. Anne De Paepe, Rector	06/01/2016	
Universidad de Cuenca 995058011	Ing. Fabián Carrasco Castro, Rector	Oct./21/ 2015	



⁷ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation